

WEST BRANCH TOWNSHIP
REGULAR MEETING
JANUARY 19th, 2017 7:00PM

Meeting opened by Supervisor Jack Heidtman with the Pledge of Allegiance. Members present included Supervisor Jack Heidtman, Clerk Michelle Christal, Treasurer Catherine Shaw, Trustee Kris Shaw, and Trustee Tim Overmyer. Also present were Zoning Administrator Mike Beltz, Deputy Clerk Deena Barnhart, Ray Johnson, and Olivia DeVooght.

AGENDA: A motion to accept the agenda with the additions of New Business: F Budget Workshop, Old Business: A. Road Commission and B. Cemetery Lights was made by Kris Shaw and supported by Catherine Shaw. M/C

PUBLIC COMMENT: None.

MINUTES: A motion to approve the Regular Meeting Minutes was made by Kris Shaw and supported by Catherine Shaw. M/C

FINANCIAL REPORT: A motion to approve the Financial Report as presented was made by Catherine Shaw and supported by Kris Shaw. M/C

BUDGET REPORT: A motion to approve the Budget with correction was made by Kris Shaw and supported by Tim Overmyer. M/C

BILLS PAYABLE: A motion to pay JOB bills 13,515.43 was made by Kris Shaw and supported by Jack Heidtman. M/C A motion to pay bills totaling \$26,148.49 was made by Catherine Shaw and supported by Kris Shaw.

ZONING ADMINISTRATOR: Mike Beltz apologized for not attending last month's meeting. Mike then reported that he did a zoning compliance for a renovation in November, he completed a house number for a resident; the sign has been ordered. He also stated that he received a note from the assessor about a resident building a house without a zoning permit. Mike told the board about working on the zoning ordinance as well.

ASSESSOR REPORT: Mark Maki sent in a report, this report is on file.

PLANNING COMMISSION: Kris Shaw reported that the planning commission met on January 18th and they set the meeting dates for the year: April 5th, July 12th, and October 11th. The following positions were elected: Don Kristola: Chair, Bryan Hill: Vice Chair, Secretary: Ryan Collins. Kris also reported that there may be significant enough changes in the zoning ordinance to require a public hearing.

JOINT OPERATIONS: A review of the meeting was given and those minutes are on file.

CORRESPONDENCE: None.

OLD BUSINESS:

- A. ROAD COMMISSION: Kris Shaw went to the Marquette County Road Commission meeting and he spoke with them about the detour down Townhall Rd. Discussion was held about the cost of repairing Townhall Rd. Kris stated the reason he went to this meeting was about the fees for permits for local businesses for overweight limits on Townhall Rd. Kris worked with the Commission to get the fee lowered from \$25.00 to \$5.00 per resident and/or business. Any permits already paid will be refunded \$20.00.
- B. CEMETERY LIGHTS: Discussion was held on the matter of lighting at the cemetery. Currently, the meter has been pulled and it may be returned in April. Discussion was held on the possibility of putting in solar lighting. There was also discussion about purchasing a generator.

NEW BUSINESS:

- A. BANK DEPOSITS: Catherine Shaw stated that the courier service through MBank has been discontinued. She asked that money be put into the budget for mileage because she or her deputy will have to take bank deposits in now. This will be discussed during the budget workshop.
- B. SOLID WASTE DEPOSIT: Discussion was held on this matter.
- C. CUSTODIAN SALARY: Minimum wage was raised to \$8.90 and the custodian is currently making \$8.75. **A motion to raise this wage to \$9.00 was made by Michelle Christal and supported by Catherine Shaw. M/C**
- D. NEW OFFICE MANAGER: **A motion to hire Olivia DeVooght as the new Office Manager was made by Kris Shaw and supported by Tim Overmyer. M/C** Tim Overmyer motioned to start the new office manager pay at \$9.75 and raise to \$10.00 by April. This motion had no support. Motion failed.
A motion to start the new office manager pay at \$9.00 and raise to \$9.75 by April was made by Catherine Shaw and supported by Jack Heidtman. M/C Olivia DeVooght asked about getting the mail and discussion was held on this matter. It was decided to pay an extra half hour a week to get the mail.
A motion to pay office manager mileage at the rate of .53.5 cents a mile was made by Jack Heidtman and supported by Tim Overmyer. M/C Discussion was held on changing the Wednesday office hours from 12-5 to 2-7 was held.
- E. BUDGET WORKSHOP: A budget workshop has been scheduled for February 2, 2017 at 7:00pm at the Township Hall.

SAWYER ALLIANCE: Tim Overmyer did not attend this meeting.

EXTENDED PUBLIC COMMENT: Deena Barnhart discussed usage of the hall for two separate groups. She also thanked the Board for the nine years she was the office manager. Ray Johnson discussed the possibility of hiring an IT person for all of the JOB, including both townships computer systems.

BOARD COMMENT: Kris Shaw thanked Deena Barnhart for her years of service and then welcomed Olivia DeVooght.

Meeting adjourned at 8:10 pm

Submitted by Michelle Christal, Clerk